

UTA Board of Trustees Meeting

December 15, 2021



Call to Order and Opening Remarks



Pledge of Allegiance



Safety First Minute



Public Comment

Live comments are limited to 3 minutes per commenter

Public comment was solicited prior to the meeting through alternate means, including email, telephone, and the UTA website

Any comments received through alternate means were distributed to the board for review in advance of the meeting



Consent Agenda

- a. Approval of December 08, 2021 Board Meeting Minutes



Recommended Action (by acclamation)

Motion to approve consent agenda



Reports



Agency Report

- Delegated Authority for On-Call Infrastructure Maintenance Task Orders-Status Update
- Continuous Improvement Open House
- Extension of Free Fare for Vaccinations



Delegated Authority for On-Call Infrastructure Maintenance Task Orders-Status Update



On-Call Task Ordering Infrastructure Maintenance and Repair Contract (UTA 20-03349VW) for 2021



Resolution Background

Resolution R2021-05-02 was approved by the Board at the May 26, 2021, meeting delegating authority to the Executive Director to approve task orders for the on-going tasks listed in Exhibit A attached to the resolution.

Per the resolution, the Executive Director is to present an update to the Board on all task orders.



Resolution Task Orders

Scope (Project ID)	Not to Exceed Task Order Amount
South Stadium Embedded Curve Replacement	\$ 900,000
North Stadium Embedded Curve Replacement	\$ 900,000
Mario Capecchi Embedded Curve Replacement	\$ 900,000
Winchester Avenue Grade Crossing Replacement	\$ 350,000
3200 West Grade Crossing Replacement	\$ 350,000
8120 South Grade Crossing Replacement	\$ 250,000
Operator Relief Rooms	\$ 434,000
Gap Filler on Frontrunner Stations	\$ 1,000,000
Total	\$ 5,084,000



Update - Signed Task Orders

Scope (Project ID)	Not to Exceed Task Order Amount	Update
3200 West Grade Crossing Replacement	\$ 350,000	Task order signed for \$242,974 and work was completed in June.
Operator Relief Rooms	\$ 434,000	Task order signed for \$434,300. The 3900 South project is in the utility phase and the University project is in the permitting phase.



Update - Signed Task Orders (continued)

Scope (Project ID)	Not to Exceed Task Order Amount	Update
North and South Stadium Embedded Curve Replacement	\$ 1,800,000	Task Order signed for \$1,398,736. Work was completed in August.
Mario Capecchi Embedded Curve Replacement	\$ 900,000	Task Order signed for \$627,383. Work was completed this October.



Update - Task Orders in Scope Development or postponed until 2022

Scope (Project ID)	Not to Exceed Task Order Amount	Update
Gap Filler on Frontrunner Stations	\$ 1,000,000	Material procurement will be coming to the Board as a separate item as UTA will be procuring the material in house.
Winchester Avenue Grade Crossing Replacement	\$ 350,000	Work postponed until 2022 due to operational impacts
8120 South Grade Crossing Replacement	\$ 250,000	Work postponed until 2022 due to operational impacts



Continuous Improvement Open House



Continuous Improvement (CI) Meet & Greet



Objectives

- Allow CI Team Members to teach their favorite concepts
- Provide an opportunity for UTA employees to learn about CI in a fun and engaging environment
- Recruitment tool for 2022 Team



A Look Before and After C.I. Process



Extension of Free Fare for Vaccinations



Pension Committee Report



Resolutions



R2021-12-08
**Resolution Ratifying the Adoption of
the Final 2022 Budget**



2022 Final Budget Overview (dollars in thousands)

Amended 2021 Budget	2021 One -Time Expenses	2021 Additions		2022 Adjustments		2022 Budget		
		Staffing	Service	Wage and Fringe	Other	2022 Base	2022 Additions	2022 Budget Request
\$ 326,512	\$ (6,748)	\$ 1,247	\$ 3,911	\$ 9,369	\$ 3,471	\$ 337,763	\$25,394	\$363,157

Tentative Budget Additions

Restore Ridership

Service Changes \$ 6,915

Support Costs 656

Rail Apprenticeship Program 5,100

Recruitment and Retention 1,624

Information Technology 1,308

Other Management and Support 1,220

Operating Contingency 1,500

Total \$18,323

Final Budget Additions

Restore Ridership

Service Changes (Revenue Backed) \$ 1,770

Cost of Moving Service 182

Recruitment and Retention 1,829

Fuel and Power Costs 2,261

Benefit Adjustment 852

Technical Changes 177

Total \$ 7,071



Final 2022 Operating Budget

UTAH TRANSIT AUTHORITY 2022 FINAL OPERATING BUDGET December 15, 2021

<u>Revenue</u>		<u>2022 Final Budget</u>	
1	Sales Tax	\$ 435,700,000	
2	Federal Preventive Maintenance	59,500,000	
3	Passenger Revenue	34,200,000	
4	Advertising	1,377,000	
5	Investment Income	5,160,000	
6	Other Revenues	15,121,000	
7	Stimulus Funding	100,100,000	
8	Total Revenue	\$ 651,158,000	
<u>Operating Expense</u>			<u>FTE</u>
9	Board of Trustees	\$ 2,702,000	13.4
10	Executive Director	8,490,000	41.5
11	Operations	275,658,000	2,286.2
12	Finance	14,636,000	113.5
13	Service Development	7,783,000	56.0
14	Planning & Engagement	14,884,000	73.2
15	Enterprise Strategy	22,525,000	115.0
16	People	15,479,000	84.0
17	Non-Departmental	1,000,000	
18	Total Operations	363,157,000	2,782.8
19	Debt Service	148,211,000	
20	Contribution to Reserves	15,904,000	
21	Contribution to Capital Budget	123,886,000	
22	Total Final 2022 Operating Expense	\$ 651,158,000	

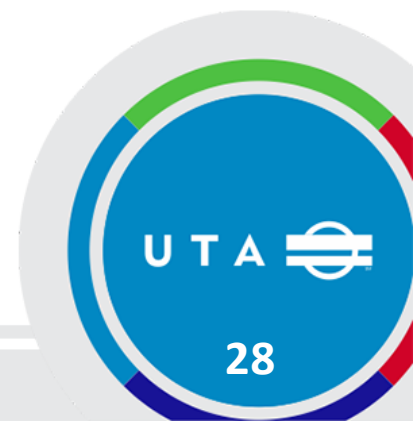


Final 2022 Capital Program

<u>Funding Sources</u>		2022 Final Budget
25	UTA Current Year Funding	\$ 123,886,000
26	Grants	44,291,000
27	Local Partner Contributions	10,603,000
28	State Contribution	33,446,000
29	Leasing	15,832,000
30	Total Funding Sources	228,058,000
 <u>Expense</u>		
31	State of Good Repair	71,338,000
32	Depot District	32,562,000
33	Ogden/Weber BRT	25,465,000
34	Front Runner Forward	15,000,000
35	Mid Valley Connector	10,000,000
36	TIGER Program of Projects	8,206,000
37	Other Capital Projects	65,487,000
38	Total Expense	\$ 228,058,000



Questions?



Recommended Action (by roll call)

Motion to approve R2021-12-08
Resolution Ratifying the Adoption of the Final 2022 Budget with the revised exhibits,
as presented



R2021-12-09

**Resolution Adopting the Fare Rates
and Types of Fare Media of the Agency**



Background

- Last December, the Board of Trustees approved offering a 50 percent discount for qualified low-income individuals of 50 percent to be administered through a low-income fare pilot, part 2 (“pilot”)
- The purpose of the pilot was to improve and revamp the UTA Horizon pass to increase the access to a transit discount to a larger group of individuals
- The UTA Fares team collaborated with IT to create and launch an online application database and portal



Resolution R2021-12-09

- The pilot ends on December 31, 2021, and staff recommends making the 50 percent discount for qualified low-income individuals permanent
- Resolution R2021-12-09 will amend the current fare rates of the agency:
 - Reduced Fares of 50 percent will now include qualified low-income individuals
 - The Horizon pass will be removed as a monthly pass offering



Recommended Action (by roll call)

Motion to approve R2021-12-09
Resolution Adopting the Fare Rates and Types of Fare of the Agency



R2021-12-10

**Resolution Approving and Authorizing
the Execution of the Authority's
Amended Transit Agency Safety Plan
(TASP)**



Utah Transit Authority 2022 Transit Agency Safety Plan

UTAH TRANSIT AUTHORITY
TRANSIT AGENCY SAFETY PLAN (TASP)



Sheldon Shaw
Director of Safety and Security



49 CFR Part 673

- ▶ General Requirements for PTASPs (Each safety plan must include, at a minimum)
- ▶ A process and timeline for conducting an annual review and update of the safety plan
- ▶ The designation of a Chief Safety Officer
- ▶ The documented processes of the agency's SMS, including the agency's Safety Management Policy and processes for Safety Risk Management, Safety Assurance, and Safety Promotion
- ▶ An employee reporting program
- ▶ Performance targets based on the safety performance measures established in FTA's National Public Transportation Safety Plan (NSP)

Who approves a Safety Plan

- ▶ Each safety plan must be signed by an operator's Accountable Executive.
- ▶ Each safety plan must be approved by its Board of Directors or an equivalent authority (such as a mayor, county executive, or grant manager)
- ▶ State Safety Oversight Agencies (SSOAs) must approve the safety plans of the rail transit agencies they oversee

TASP 2022 Updates



UTAH DEPARTMENT OF TRANSPORTATION
2021 THREE-YEAR SAFETY AND SECURITY Audit
OF UTAH TRANSIT AUTHORITY TRAX



DRAFT REPORT
NOVEMBER 2021

ASSISTED BY:
TRANSPORTATION RESOURCE ASSOCIATES



- ▶ Highlight of Changes
- ▶ Removed all references to Globally Harmonized Systems and ISO
- ▶ Added RWP Program Manager to Safety and Security Department
- ▶ Included description of the Frontrunner Commuter Rail System Safety Plan
- ▶ Added New UDOT SSO Officer Information
- ▶ Updated titles throughout the document

SSO Conclusions

Triennial Audit of UTA - September/October 2021

As mentioned above, UDOT conducted the Triennial Audit of UTA during the months of September and October of 2021. Assisting with this audit are various consultants, contracted with UDOT, to provide subject matter experts and technical expertise in evaluating UTA's compliance with their Public Transportation Agency Safety Plan (PTASP). UTA has performed consistently well during these audits and any audit findings or recommendations are usually minor and procedural. Very rarely is there an issue with non-compliance that would be considered a threat to the safety of the system.

Questions



Recommended Action (by roll call)

Motion to approve R2021-12-10
Resolution Approving and Authorizing the Execution of the Authority's Amended
Transit Agency Safety Plan (TASP)



Contracts, Disbursements, and Grants



Contract: Vanpool Replacement Vehicles (Young Chevrolet Layton)

Recommended Action (by acclamation)

Motion to approve a contract with Young Chevrolet Layton for Vanpool Replacement Vehicles, as presented



Contract: HVAC Overhaul on SD100 and SD160 Light Rail Vehicles (Merak North America LLC)

Recommended Action (by acclamation)

Motion to approve a contract with Merak North America LLC for HVAC Overhaul on SD100 and SD160 Light Rail Vehicles, as presented



Contract: Final Design for Midvalley Connector (Jacobs Engineering)

Recommended Action (by acclamation)

Motion to approve a contract with Jacobs Engineering for Final Design for Midvalley Connector, as presented



Change Order: Flex Route Deviation Transportation Services and On-Demand Accessible Shared Ride Modification No. 5 (Tooele County Health and Aging Services)

Recommended Action (by acclamation)

Motion to approve a change order with Tooele County Health and Aging Services for Flex Route Deviation Transportation Services and On-Demand Accessible Shared Ride Modification No.5, as presented



Change Order: Mobile Transit App Bundled Features Upgrade (Transit)

Recommended Action (by acclamation)

Motion to approve a change order with Transit for Mobile App Bundled Features Upgrade, as presented



Change Order: Microtransit Master Service Agreement Service Order No. 2: Southern Salt Lake County Renewal (River North Transit LLC.-Via)

Recommended Action (by acclamation)

Motion to approve a change order with River North Transit LLC.-Via for Microtransit Master Service Agreement Service Order No.2: Southern Salt Lake County Renewal, as presented



Discussion Items



UTA Ordinance Update





UTA Ordinance

Update discussion

Presented
December 15, 2021



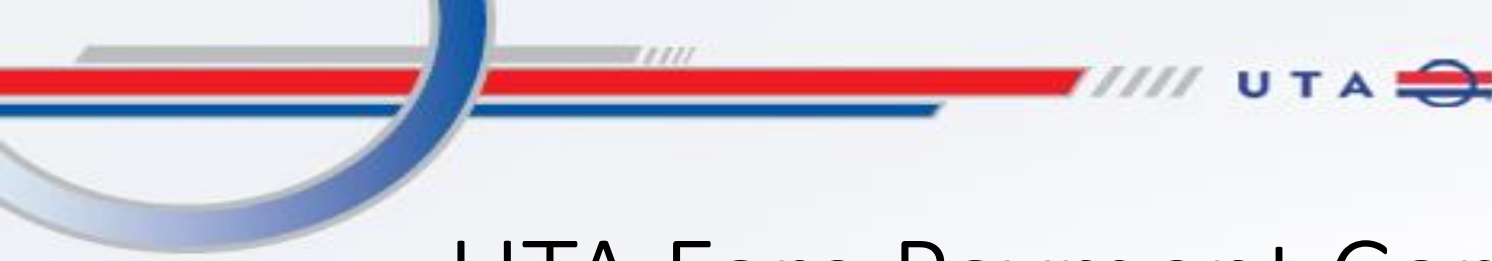
UTA Public Ordinance Update

Pursuant to Utah Code Ann. §§ 17B-1-301 and 17B-2a-808; A board of trustees of a large public transit district may:

- Make and pass ordinances, resolutions, and orders that are:
 - Not repugnant to the United States Constitution, the Utah Constitution, or the provisions of this part; and
 - Necessary for:
 - (A) the governance and management of the affairs of the district;
 - (B) the execution of district powers; and
 - (C) carrying into effect the provisions of this part;

UTA Public Ordinance

- Review of 2016 UTA Ordinance
- Cross functional review team – fares, legal, public engagement, enterprise strategy, IT, Police and customer service
- Recommendation to separate fare payment, criminal and trespass ordinances



UTA Fare Payment Compliance Ordinance

Goals

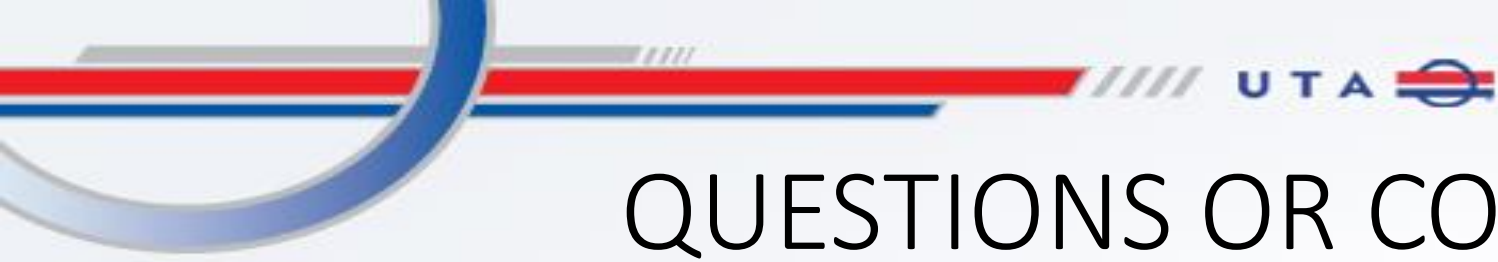
- Increase compliance
- Update to align with new technologies and current practices
- Review internal processes and procedures



UTA Ordinance

Public Process

- CAC and CAT committees review and engagement
- Public comment period and public hearing
- Consideration of public comment, present outreach findings to Board
- Finalize ordinances and formal adoption by Board resolution



QUESTIONS OR COMMENTS

UTA Policy- UTA.05.02 Paid Time Off- Administrative Employees



Other Business

- a. Next Meeting: Wednesday, January 12th, 2022, at 9:00 a.m.



Closed Session

- a. Strategy Session to Discuss Collective Bargaining



Recommended Action (by acclamation)

Motion for a closed session to discuss Collective Bargaining



Closed Session



Open Session

- a. Action Regarding Collective Bargaining



Action Regarding Collective Bargaining



Recommended Action (by acclamation)

Motion to ratify and authorize the Executive Director to execute two memoranda of understanding with the Amalgamated Transit Union Local 382, as presented



Adjourn

